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TRADE AND DEVELOPMENT BOARD
Commission on Enterprise, Business
Facilitation and Development
Expert Meeting on Sustainable Financial and
Non-Financial Services for SME Development
Geneva, 2-4 June 1999
Item 3 of the provisional agenda

PROVISIONAL AGENDA AND ANNOTATIONS

I. Provisional agenda

1. Election of officers
2. Adoption of the agenda
3. Providing sustainable financial and non-financial services for SME development
4. Adoption of the outcome of the Meeting

II. Annotations to the provisional agenda

Item 1 - Election of officers

It is recommended that the Expert Meeting elect a Chairman and a Vice-Chairman-cum-Rapporteur.

Item 2 - Adoption of the agenda

The provisional agenda for the Meeting is in section I above. The draft schedule of meetings for the three days is attached to this document.

Documentation

TD/B/COM.3/EM.7/1

Provisional agenda and annotations

Item 3 - Providing sustainable financial and non-financial services for SME development

With a view to expediting the substantive discussions of the Expert Meeting, the secretariat has prepared an issues paper entitled "Providing sustainable financial and non-financial services for SME development" (TD/B/COM.3/EM.7/2).

The paper attempts to respond to the request made by the Commission on Enterprise, Business Facilitation and Development at its third session concerning the development of sustainable local services and national and international support measures including financial and non-financial services, human resource development, access to information, and an assessment of access to technologies. The deliberations of the Expert Meeting under this substantive item are expected to help the Commission to draw lessons from country experiences and to identify "best practices" that can contribute to the improvement of the policy and institutional environment for enterprise development, particularly for SMEs in developing countries.

The issues paper addresses both financial and non-financial support measures for SME development. Chapter I focuses on best practices in the delivery of non-financial services, or business development services. Special attention is given to effective mechanisms to help SMEs to access and upgrade technological know-how. Additionally, new challenges arising from the rapid developments in information and communication technologies are discussed. In an era of global competition, knowledge and its communication have become essential factors of production, along with capital and labour, and are increasingly applied to all phases of the production process. Chapter II of the issues paper concentrates on financial topics: key obstacles to accessing credit, solutions that have already been identified, and additional practical measures that could effectively complement existing solutions.

Documentation

TD/B/COM.3/EM.7/2

"Providing sustainable financial and non-financial services for SME development"

Item 4 - Adoption of the outcome of the Meeting

The Expert Meeting will adopt its recommendations/conclusions at the end of the Meeting. The final report will be compiled under the authority of the Chairman after the conclusion of the Meeting.

Draft schedule of meetings

Wednesday, 2 June	Thursday, 3 June	Friday, 4 June
<u>a.m.</u> Plenary: Opening Elections/agenda <u>Informals:</u> Agenda item 3	<u>a.m.</u> <u>Informals (cont'd):</u> Agenda item 3	<u>a.m.</u> <u>Informals (cont'd):</u> Consideration of draft outcome
<u>p.m.</u> <u>Informals (cont'd):</u> Agenda item 3	<u>p.m.</u> <u>Informals (cont'd):</u> Agenda item 3	<u>p.m.</u> <u>Informals (cont'd):</u> Consideration of draft outcome (cont'd) <u>Plenary (closing):</u> Adoption of outcome